

Junior Coordinator and

Development Officer

Circa £5k

Old Rishworthians are looking for an enthusiastic individual to join the team!

We are looking for a forward thinking person to develop on the great work the club and individual coaches have been doing and have taken the decision to further strengthen our junior and senior structure and are looking to fill the above paid position.

This position will work alongside coaches and management from the Juniors and Seniors to progress the club to the next level.

Roles and Responsibilities

* Coordination, recruitment and management of Junior coaches (informal and formal) - RFU point of contact CCC (club coaching coordinator)
* Coach development plan, examples of best practice/review session(s)/plans
* RFU point of contact CCC (club coaching coordinator)
* Be a main contact for the recruitment and integration of junior players to Old Rishworthians.
* Liaise with the DBS safeguarding officer.
* Working with the Management team to implement a “One Club” mentality throughout, integrating both Juniors and Seniors, through the club’s development team.
* Lead on Volunteer recruitment - ensure continuity/succession/numbers per team
* Coordinating facilities, and rugby/1st Aid equipment
* Liaise with Social media coordinator.
* School/community liaison/networking

Skills

1. A good listener – it’s important to identify barriers to volunteering and this can be achieved through listening to the experiences of your current volunteers. You also need to identify and utilise relevant or useful skills they may have.

2. Confident – volunteers take reassurance from someone who has confidence in their role.

3. A leader – volunteers work best with someone leading their work and delegating tasks.

4. An effective communicator – communication is central to the role both in recruiting volunteers, working with existing volunteers and communicating the benefits of volunteering.

5. IT literate.

If you have the necessary skills or would like to know more about the role, please contact [markwitchell@yahoo.com](mailto:markwitchell@yahoo.com) with a cover letter and CV.

Application closing date Friday 23rd September.